

AGENDA

**REGULAR MEETING
BOARD OF COMMISSIONERS
315 WEST SECOND STREET
FRANKFORT, KY 40601
(502) 875-8500**

**OCTOBER 18, 2004
5:00 P.M. (EST)**

- 1. INVOCATION** Rev. Jana Hall, First Presbyterian Church
ROLL CALL
MINUTES September 20, 2004 Regular Meeting; October 4, 2004 Work Session;
October 11, 2004 Special Meeting
MAYOR'S REPORT
- 2. CEREMONIAL ITEMS**
 - 2.1 Introduction, Executive Director for the Capital Community Economic Industrial Development Authority.

Background: CCEIDA's Executive Director Darrell Gilliam, who is retiring 10/31/04, will introduce Phillip A. Kerrick, who will become Executive Director on 11/1/04.
 - 2.2 YMCA's Capital Campaign.

Background: A member of the Board of Directors will provide an update on the YMCA's Capital Campaign.
- 3. ORDINANCES**
 - 3.1 **SECOND READING:** An Ordinance Fixing the Rate of Taxation for the Year of 2004 on All Tangible Property Subject to Tax, Trust and Insurance Companies, Public Service Companies and Levying Said Tax for All City Purposes.

Purpose: The purpose of this item is to consider an ordinance setting the tax rate for 2004 Ad Valorem Taxes (allowing 4% increase) and setting the rate for 2004 Insurance Taxes.

Background: Proposed rates for 2004 are as follow:
(For General Fund Purposes)

1. Ad Valorem	19.3 cents
2. Insurance Shares	15.0 cents

Rates are levied for each \$100 valuation.

The 2003 ad valorem tax rate was set at 19.6 cents.

This ordinance had its first reading 9/20/04.

Financial Analysis: By adopting the above rate, the City will net an additional \$105,881 in general fund revenue. Included in the \$105,881 is \$15,611 derived from new property.

Recommendation: Approval.

Attachment: Ordinance.

Contact Person

Name: James C. Rogers
Title: Director
Department: Finance
Phone: (502) 875-8505
E-mail: jrogers@fewpb.com

3.2 SECOND READING: An Ordinance Permitting Temporary Off-Site Sale or Display Events of Motor Vehicles by Motor Vehicle Dealers.

Purpose: The purpose of this item is to consider an ordinance permitting temporary off-site sale or display events of motor vehicles by motor vehicle dealers.

Background: In 2003 the Kentucky Legislature amended KRS 190.030 (House Bill 219) by permitting the temporary sale or display of motor vehicles if the temporary sale or display is permitted under an enabling ordinance enacted by the local government within whose boundaries the temporary sale or display is to be conducted.

The proposed ordinance sets the following conditions and obligations which must be met:

- motor vehicle dealer shall hold proper business license to sell motor vehicles within the corporate limits of the City of Frankfort;
- dealer shall comply with all City Planning and Building Codes requirements and ensure that the site for the event shall be in compliance with all applicable City requirements and standards; and
- the site and dealer shall comply with all proper business regulations and requirements.

This ordinance had its first reading 9/20/04.

Recommendation: Approval.

Attachments: Ordinance.

Contact Person

Name: Tony Massey
Title: City Manager
Department: City Manager
Phone: (502) 875-8500
E-mail: Amassey@fewpb.com

3.3 SECOND READING: An Ordinance Creating the Position of EMS Shift Supervisor.

Purpose: The purpose of this item is to consider an ordinance establishing the position of EMS Shift Supervisor as a duty assignment within the EMS Division of the Fire Department.

Background: The position of one EMS Shift Supervisor per crew was proposed and funding was allocated during the FY 2004/2005 budget process. The compensation for these positions will be \$3,000 each per year in the form of annual incentive (or differential pay) similar to the incentive

system for paramedics. One supervisor will be appointed on each of the three crews to assist the EMS Director with EMS procedures, inventory control, liaison to hospitals, nursing homes, hospice, etc. They will also assist with quality control, reviewing incident reports for accuracy and completeness, and numerous other duties as described in the job description. These positions are duty assignments filled from the rank of firefighter. Personnel must maintain paramedic certification while assigned to the position.

This ordinance had its first reading 9/20/04.

Recommendation: Approval.

Attachments: Ordinance.
Position Job Description.

Contact Person

Name: Wallace Possich
Title: Fire Chief
Department: Fire
Phone: (502) 875-8511
E-mail: wpossich@fewpb.com

3.4 FIRST READING: An Ordinance Accepting Turnberry Drive as a Public Street.

Purpose: The purpose of this item is to consider an ordinance to accept Turnberry Drive into the City's street system for maintenance.

Background: On 4/7/04, Bruce Brooks, Farmers Bank & Capital Trust Co., requested the City accept Turnberry Drive into the City's street system. The street has been inspected and any deficiencies noted have been corrected. The street meets the requirements that were specified at the time of approval. Approval of the ordinance to accept the street will complete the official action required for acceptance into the City's street system.

Recommendation: Approval

Attachments: Ordinance.
Letter from Bruce Brooks, Farmers Bank & Capital Trust Co., 4/7/04.

Contact Person

Name: Jeff Hackbart
Title: Director
Department: Public Works
Phone: (502) 875-8563
E-mail: jhackbrt@fewpb.com

3.5 FIRST READING: An Ordinance Accepting Brighton Court as a Public Street.

Purpose: The purpose of this item is to consider an ordinance to accept Brighton Court into the City's street system for maintenance.

Background: On 7/8/04, Ashley T. Sells, Brighton A & E., Inc., requested the City accept Brighton Court into the City's street system. Brighton Court was approved and constructed in 2003 and has been used by the public since that time. The street has been inspected and any deficiencies

noted have been corrected. The street meets the requirements that were specified at the time of approval. Approval of the ordinance to accept the street will complete the official action required for acceptance into the City's street system.

Recommendation: Approval.

Attachments: Ordinance.
Letter from Ashley Sells, Brighton A & E, Inc., dated 7/8/04.

Contact Person

Name: Jeff Hackbart
Title: Director
Department: Public Works
Phone: (502) 875-8563
E-mail: jhackbrt@fewpb.com

4. ORDERS

None.

5. RESOLUTIONS

- 5.1 Resolution of Authority for the City of Frankfort Authorizing a Legally Binding Agreement By and Between Franklin County Fiscal Court, City of Frankfort, Capital Community Economic Industrial Development Authority, and Frankfort YMCA for Industrial Park Day Care Center.

Purpose: The purpose of this item is to consider a resolution authorizing the Mayor to enter into a Legally Binding Agreement by and between the Franklin County Fiscal Court, City of Frankfort, Capital Community Economic Industrial Development Authority (CCEIDA) and Frankfort YMCA for finalizing of grant agreement for CDBG funds for Industrial Park Day Care Center.

Background: On 6/29/04, Governor Fletcher's office notified Franklin County that the joint Frankfort/Franklin County application for CDBG funds had been funded at \$500,000. In order to secure agreements between all parties and secure a release of funds, a Legally Binding Agreement must be reviewed and approved by all parties.

CDBG funds will be utilized to construct a day care facility for use by Industrial Park employees; up to 100 children shall be served during working hours, first and second shift. Fees will be on a sliding scale, based upon ability to pay. The Frankfort YMCA shall operate the day care facility and shall lease this facility from CCEIDA at \$1 annually for a 10 year term. The YMCA shall provide approximately \$250,000 toward the construction costs of this facility.

The City has acted as the Co-Sponsor of this CDBG-Non-Traditional Economic Development grant. However, the County is the lead grantee and must take full fiscal responsibility for proper expenditure of funds.

Attachments: Resolution.
Legally Binding Agreement.
Draft Resolution of Authority and Certification - Fiscal Court.
Draft Resolution of Authority - CCEIDA.

Recommendation: Approval.

Contact Person

Name: Darrell Gilliam
Title: Executive Director
Department: CCEIDA
Phone: (502) 226-5611
E-mail: dgilliam@cceida.com

5.2 Frankfort/Franklin County Merger.

6. CONSENT CALENDAR

Items on the Consent Calendar are considered to be routine by the Board of Commissioners and will be enacted by one motion and one vote. There will be no separate discussion of these items unless a Board member so requests, in which event the item will be removed from the Consent Calendar and considered separately. The City Manager will read the items recommended for approval.

6.1 Reject Bids - Storage Building. (Fire Department)

Purpose: The purpose of this item is to consider rejecting bids received for a storage building for the Fire Department.

Background: Bids were advertised and opened on 9/23/04. Two bids were received, but both far exceeded the funds budgeted for this project. Additional funding will need to be obtained to enable the building to be re-bid at a future date.

Recommendation: Approval.

Attachments: None.

Contact Person

Name: Wallace Possich
Title: Fire Chief
Department: Fire
Phone: (502) 875-8511
E-mail: wpossich@fewpb.com

6.2 Authorization to Award Contract to FMSM Engineers for Geographic Information Systems (GIS) Support for the City of Frankfort. (Sewer, Planning and Building Codes)

Purpose: The purpose of this item is to consider awarding a contract to FMSM Engineers to provide coordinated Geographic Information Systems (GIS) support for the City of Frankfort.

Background: Various departments within the City of Frankfort have been in the process of developing GIS databases and applications over the past several years. This contract will allow the departments to continue in their respective efforts with a unified approach and assure that the final products for each department are fully compliant with all other departments. The two initial primary users of this contract will be the Sewer Department and Planning and Building Codes.

FMSM is the only consultant to date that has performed any significant GIS services for the City of Frankfort. They have been involved in the collection of the data for the Holmes Street Project and collection of the data for Sanitary Sewer Basins 1, 2, 3 and 4. With the data collected to

date, FMSM has collected approximately 50 percent of the collection system for the Sewer Department. They have an excellent working knowledge of how the City's GIS is structured, as they were the entity that created the database. Changing consultants at this time would add additional costs to the City and delay implementation of the GIS program to allow a new consultant to become familiar with the structure of the City's program.

Financial Analysis: Work Orders generated by each department will initiate the individual tasks for that department. Total cost of the contract will not exceed \$50,000. Funds are available in the various accounts of each department.

Recommendation: Approval.

Attachments: Scope of Services.
FMSM Schedule of Fees.

Contact Person

Name:	William R. Scalf, Jr.	Gary Muller
Title:	Director	Director
Department:	Sewer	Planning and Building Codes
Phone:	(502) 875-2448	(502) 875-8500
E-mail:	wscalf@fewpb.com	gmuller@fewpb.com

6.3 Authorization to Declare Property as Surplus for Disposal through Electronic Auction. (Finance Department)

Purpose: The purpose of this item is to consider declaring property as surplus for disposal through electronic auction.

Background: Department heads have provided a list of various items deemed obsolete or no longer required in their area. These items require disposal to provide storage space for currently used material.

House Bill 438, which went into effect 7/13/04, amended KRS 82.083 by providing cities various means for disposal of surplus property, including disposal by electronic auction. The eBay web site has been recommended for use by the Kentucky Division for Surplus Property because it provides access to a large volume of bidders from all over the world. It is anticipated that sale by electronic auction will generate higher proceeds due to the larger volume of potential bidders.

If approved, the auction will be scheduled to begin on 11/1/04 on the eBay web site.

Recommendation: Approval.

Attachment: List of surplus items.

Contact Person

Name:	Angie Disponette
Title:	Purchasing Agent
Department:	Finance
Phone:	(502) 352-2084
E-mail:	adisponette@fewpb.com

6.4 Personnel

<u>Personnel Action</u>	<u>Employee</u>	<u>Department</u>	<u>Effective Date</u>	<u>Other</u>
Retirement	Ted W. Evans	Police	12/31/04	Chief of Police, authorize payment accrued leave, 336 hrs. vacation, 100 hrs. holiday, 40 hrs. compensatory
Appointment	Dan Allen	Fire	10/19/04	Firefighter
	Mark King	Public Works		
	Charles Spencer	Sanitation Div.	10/19/04	Maintenance Worker
	Michael D. Ingle	Communications	10/19/04	Telecommunicator
	Cynthia M. Perry	Planning & Building Codes	10/19/04	Office Assistant
Promotion	Thomas J. Gaines			Collection System Maintenance I from Collection System Laborer
	Christy Pratt	Sewer	10/19/04	Plant Operator II from Plant Operator I
	Quincy Thurman	Public Works Streets Division	10/19/04	Equipment Operator I from Maintenance Worker
Resignation	Greg Miley	Sewer	9/30/04	Collection System Maintenance I, authorize payment of 49.5 hrs of accrued vacation leave

Attachments: None.

Contact Person

Name: John Morrow
 Title: Personnel Director
 Department: City Manager's Office
 Phone: (502) 875-8500
 E-Mail: Jmorrow@fewpb.com

7. BOARD APPOINTMENTS

8. OLD BUSINESS

9. NEW BUSINESS

10. CITIZEN COMMENTS (Non-agenda items)

11. COMMISSIONER COMMENTS

12. CLOSED SESSION KRS 61.810 (1), (c), pending litigation

13. ADJOURNMENT

Rev. 10/13/04